

TRAFFIC SIGNALS SUPERVISOR

DISTINGUISHING FEATURES

The fundamental reason the Traffic Signals Supervisor position exists is to oversee skilled work in the installation, maintenance, and repair of signalized intersections, intelligent transportation systems (ITS), and street lighting equipment and exercise supervision over more than one crew in the Field Services Division of the Municipal Services Department. This classification does supervise. Work is performed under general supervision of the Field Services Manager.

ESSENTIAL FUNCTIONS

Plans and supervises the construction, maintenance and repair of traffic signals, ITS systems and street lights; including field layout; traffic control; electrical conductor installation, installation of vehicle and pedestrian detection systems, installation of underground conduit, pole foundations; traffic signal poles and equipment.

Writes bid call specifications for material, equipment and services. Administers contracts for traffic signal services and large material orders.

Insures all records are properly kept. Responds to trouble calls and troubleshoots traffic signal malfunctions. Insures that all work meets state and federal standards as specified by ADOT and the FHWA Manual on Uniform Traffic Control Devices.

Reviews blueprints to plan maintenance, repair, and installation of new and existing intersections; estimates hours and materials needed and orders supplies; and monitors construction and maintenance schedules.

Responsible for performance reviews, hiring, training, safety procedures and policies.

Assists the Field Services Manager with budget preparation, assessing employee training needs, and planning for growth and technological changes.

Acts as a team player who works effectively with City staff and citizens.

Attendance and punctuality are essential functions of this position.

MINIMUM QUALIFICATIONS

Knowledge, Skills, and Abilities

Knowledge of:

Hazards and safety precautions associated with electricity; and of microprocessor based electronic equipment.

Department of Transportation (DOT) Federal Motor Carrier Safety Administration (FMCSA) regulations, relating to CDL license holders in the performance of safety-sensitive functions and the use and/or misuse of alcohol and controlled substances.

Ability to:

Understand and work from plans and drawings. Interpret assignments from blueprints, sketches, and work-orders.

Perform electrical and electronics work and work safely around heavy traffic and electricity.

Operate a variety of related heavy equipment including dump trucks, backhoes and loaders.

Operate a personal computer to check e-mail, enter productivity information, and complete timesheets.

Operate telephone and radio communications equipment properly.

Use visual and manual dexterity skills.

Work in extreme weather conditions; lift up to 75 pounds or more on an occasional basis; visually distinguish the full range of the color spectrum; and have the ability to climb up and down ladders; and bend and stoop repeatedly.

Skillfully maneuver small objects and operate a variety of field equipment.

Establish and maintain effective working relationships with co-workers, supervisors, other departments and the general public.

Communicate effectively, both orally and in writing, with co-workers, supervisors, contractors and the general public.

Demonstrate the willingness to assume ownership in completion of assigned tasks.

Complete work orders, routes, time sheets and safety checklists in a complete and readable manner.

Maintain regular consistent attendance and punctuality.

Work a flexible schedule including evenings and weekends.

Education & Experience

Any combination of training and experience equivalent to 2 years construction experience and at least 3 years experience as a Traffic Signal Technician I in the installation, maintenance and repair of traffic signals, or similar electrical equipment. At least one year of lead worker or supervisory experience is required.

Some technical school or college level coursework in electronics is necessary.

Requires possession of a valid Arizona Driver's License with no major driving citations in the last 39 months.

Special Requirements:

Must be able to work an emergency call out schedule on nights and weekends.

Must have I.M.S.A. Traffic Signal Technician Level II Certification.

FLSA Status: Exempt

HR Ordinance Status: Unclassified